



AGENDA
CARVER HEIGHTS/MONTCLAIR AREA COMMUNITY REDEVELOPMENT AGENCY
COMMISSION CHAMBERS, CITY HALL
MONDAY, APRIL 25, 2016 5:00 PM

1. CALL TO ORDER

INVOCATION

PLEDGE TO THE FLAG OF THE UNITED STATES OF AMERICA

2. APPROVE MINUTES:

A. Regular meeting held January 25, 2016

3. DISCUSSION ITEM:

A. Infill Housing Grant Opportunities

4. ROLL CALL:

5. ADJOURN

**MINUTES OF THE CARVER HEIGHTS/MONTCLAIR AREA
COMMUNITY REDEVELOPMENT AGENCY
MONDAY, JANUARY 25, 2016**

The Carver Heights/Montclair Area Community Redevelopment Agency held a regular meeting Monday, January 25, 2016. Chairperson Hurley called the meeting to order at 5:17 p.m. with the following members present:

Commissioner Bob Bone
Commissioner Abraham Conner
Commissioner John Christian
Commissioner Elise Dennison
Commissioner John L. Johnson
Commissioner Dan Robuck
Chairperson Jay Hurley

Commissioner Dan Robuck and City Manager Al Minner were absent. Others present were Deputy City Manager (DCM) Mike Rankin, City Clerk (CC) J. Andi Purvis, City Attorney (CA) Fred Morrison, the news media, and others.

Commissioner Christian gave the invocation followed by the Pledge of Allegiance to the Flag of the United States of America.

APPROVED MINUTES OF CARVER HEIGHTS/MONTCLAIR CRA MEETING

Commissioner Christian moved to approve the minutes of the meetings held August 25, 2015 and November 23, 2015 and Commissioner Dennison seconded the motion.

The roll call vote was:

Commissioner Christian	Yes
Commissioner Johnson	Yes
Commissioner Dennison	Yes
Commissioner Conner	Yes
Chairperson Hurley	Yes

Five yeas, no nays, the Commission approved the minutes.

Commissioner Bone arrived at 5:20 p.m.

**ADOPTED RESOLUTION 68 RECOMMENDING THE LEESBURG CITY
COMMISSION ADOPT THE RESOLUTION REALLOCATING THE 2008
REVENUE NOTE**

Commissioner Christian introduced the resolution to be read by title only. CC Purvis read the resolution by title only, as follows:

RESOLUTION OF THE CARVER HEIGHTS/MONTCLAIR AREA
COMMUNITY REDEVELOPMENT AGENCY RECOMMENDING
THE LEESBURG CITY COMMISSION ADOPT THE RESOLUTION
REALLOCATING THE 2008 REVENUE NOTE FOR THE CARVER
HEIGHTS/MONTCLAIR AREA COMMUNITY REDEVELOPMENT

MINUTES OF THE CARVER HEIGHTS/MONTCLAIR AREA COMMUNITY
REDEVELOPMENT AGENCY MEETING MONDAY, JANUARY 25, 2016

AGENCY ON VARIOUS PROJECTS; AND PROVIDING AN
EFFECTIVE DATE.

Commissioner Dennison moved to adopt the resolution and Commissioner Christian seconded the motion.

Chairperson Hurley requested comments from the Commission and the audience. There were none.

The roll call vote was:

Commissioner Bone	Yes
Commissioner Johnson	Yes
Commissioner Dennison	Yes
Commissioner Conner	Yes
Commissioner Christian	Yes
Chairperson Hurley	Yes

Six yeas, no nays, the Commission adopted the resolution.

PUBLIC COMMENTS: None

ROLL CALL:

Commissioner Christian stated tonight action was made to revive the budget to move forward on the Neighborhood Resource Center. He asked for a brief status update and what is the next step. **CRA Manager (CRAM) Ken Thomas** stated just recently staff issued an ITB (Invitation to Bid) document for the engineer on the project, as well as for the construction manager; which is open for thirty days. Then once the construction manager and the engineer/architect on board things will start rolling. **Commissioner Christian** asked if a discussion to lock down the location can be held at the next meeting. **CRAM Thomas** stated staff has looked at possible locations and is focusing on the CR 468 site. **Commissioner Christian** stated that is good for him. **Chairperson Hurley** stated he has received calls in reference to the locations available, where it is going to be best suited, and thinks before jumping to a certain location it would be good to have a discussion. **Commissioner Christian** stated that is why he brought this up because there have been community discussions and just like what happened with the gymnasium project, it seems like a six-month project turns into a two-year project. He just wants to make sure we are not moving in the wrong direction trying to stick it in a place that is not going to be suitable or against the wishes of the community who are paying their tax dollars for this.

Commissioner Bone agrees and would also like to have a meeting to discuss the issue. He had nothing else this evening.

Commissioner Johnson agrees and thinks a meeting will clear all this up.

MINUTES OF THE CARVER HEIGHTS/MONTCLAIR AREA COMMUNITY
REDEVELOPMENT AGENCY MEETING MONDAY, JANUARY 25, 2016

Commissioner Christian stated the Carver Heights CRA actually paid one year of debt for the 468 property. He just wants to make sure the Commission is aware that when it starts talking location, the CRA tax dollars footed the note one year when the city could not pay. When the community says they have a vested interest, he thinks that is the only group who actually paid over a \$100,000 for the mortgage.

Commissioner Dennison stated once that bid is received she would like within 30 days to start developing a time line of the project so everyone is aware of what is happening and keep it moving on schedule.

Commissioner Conner asked if once they get the drawing will it be possible to bring that before the West Leesburg CDC for their review. **DCM Rankin** replied yes, that can be done.

Chairperson Hurley had nothing this evening.

CRAM Thomas stated as to Commissioner Conner's comment, the community has asked that once we get the architect that they form a committee to help with the design of the building. He would like to form a committee from the neighborhood or the Commission appoint maybe six or seven people to help design the center, as well as the use of the facility.

Commissioner Dennison thinks that is a good idea and asked if that could be added to the next meeting as well.

Chairperson Hurley stated yes, there is definitely no problem with forming a committee, but back to what Commissioner Christian mentioned, we do not want to get a committee that can sometimes drag things out. We have a great committee sitting here right now.

Commissioner Christian stated may be the architect can just work with the community and bring it to the CDC to present what is happening.

Chairperson Hurley stated the city is definitely trying to keep continuity flowing with everything it is building in the city and does not want to see one part of town very contemporary and another part traditional. He has no problem getting with the CDC or whoever wants to be involved, but does not want to let these things delay the project. He also wants to make sure the city staff is aware of where the Commission is going.

CRAM Thomas stated it would be advisory to the project only to talk about a conference room here, an office there, not the curtains or anything like that; just the layout to make sure we are consistent.

MINUTES OF THE CARVER HEIGHTS/MONTCLAIR AREA COMMUNITY
REDEVELOPMENT AGENCY MEETING MONDAY, JANUARY 25, 2016

ADJOURN:

Commissioner Christian moved to adjourn the meeting. The meeting adjourned at 5:28 p.m.

Chairperson

ATTEST:

J. Andi Purvis
Secretary / City Clerk / Recorder



AGENDA MEMORANDUM

Item No: 3A.
Meeting Date: April 25, 2016
From: Ken Thomas, Housing & Redevelopment Manager
Subject: Lake County Housing SHIP Funding for Infill Housing

Staff Recommendation:

Staff recommends approval to consider participating in the Lake County Housing Infill Program

Analysis:

The State Housing Initiatives Partnership Program (SHIP) provides funds to local governments as an incentive to create partnerships that produce and preserve affordable homeownership and multifamily housing. The program was designed to provide very low, low and moderate income families with assistance to purchase a home, money to repair or replace a home and many other types of housing assistance. Lake County Government is a recipient of the SHIP funding and has set-aside \$1.5 million dollars for the purpose of providing funding to address in-fill housing. To ensure the money is utilized based on its intent, Lake County Housing has created a consortium of local governments (Leesburg, Eustis and Mount Dora) that will have access to the \$1.5 million dollars on a first come first serve bases.

In conjunction with the newly created demolition program, staff is recommending that the City develop an "In-Fill Housing Program" with the purpose of (1) eliminating slum & blighted conditions; (2) redevelop the neighborhoods; (3) generate payment of ad valorem taxes; and, (4) provide opportunity for home ownership to qualifying individuals. Lake County's In-Fill Housing program will provide funding to the local governments to develop in-fill housing programs at no cost to the municipalities, while potentially providing funds in exchange for using vacant government owned residential in-fill lots. The program will work as follows:

- Step 1: The City of Leesburg will identify and vacant lots for participation in the Program, mostly lots that have recently had the demolition of substandard buildings;**
- Step 2: An inter-local agreement will be signed by Lake County and participating government entities (Leesburg, Eustis, Mount Dora etc.);**
- Step 3: Lake County will issue a Request for Proposal (RFP) to hire a homebuilder/developer to build homes within the targeted areas;**
- Step 4: A homebuyer is identified by local non-profits (CDC's etc.) and enters into an agreement to build a home on a vacant lot identified by the City of Leesburg;**

Step 5: The Homebuilder contracts to build the home at an affordable rate acceptable to Lake County Housing and the 1st Time Homebuyer;

Step 6: The home is constructed and at closing, the City of Leesburg is paid the appraised value of the vacant lot and/or 10% of the total cost of the home construction, whichever is less.

The In-Fill Housing Program will function to help with the mission to address slum & blighted conditions within our Leesburg community. The monies realized as a result of this program will serve as additional funding to support our Housing Programs.

Options:

1. Approve the City of Leesburg Carver Heights/Montclair CRA participation in Lake County In-Fill Housing program; and or
2. Such alternative action as the Commission may deem appropriate.

Fiscal Impact:

Initial commitment to set-aside vacant lots within the Carver Heights/Montclair CRA.

Submission Date and Time: 4/20/2016 11:04 AM

Department: _____ Prepared by: _____ Attachments: Yes___ No___ Advertised:___Not Required___ Dates: _____ Attorney Review : Yes___ No___ _____ Revised 6/10/04	Reviewed by: Dept. Head _____ Finance Dept. _____ Deputy C.M. _____ Submitted by: _____ City Manager _____	Account No. _____ Project No. _____ WF No. _____ Budget _____ Available _____
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